



BRITISH
TRANSPORT
POLICE

Report to: Finance Committee
Date: 16 July 2014
Agenda item: 3
Subject: Revenue Budget and Capital Programme 2014/15
Monitoring and Forecast Report – Q1 Update
Sponsor: Director of Capability & Resources
Author: Head of Finance & Procurement
For: Information

1 PURPOSE OF PAPER

- 1.1 This report provides the monitoring and forecast position for the Revenue Budget and Capital Programme as at Quarter 1 (Q1).
- 1.2 Appendices A and B set out the position on the revenue budget for the British Transport Police (BTP) and shows the forecast outturn position to be an over spend of £117k or less than 0.05% under the approved net budget of £256.8m.
- 1.3 Appendix C sets out the refreshed position for each scheme in the Capital programme at Q1 following a Capital Programme Planning review meeting on the 1st of July 2014, compared with the placeholder allocation values as at the beginning of the financial year.
- 1.4 Appendix D shows the Budgeted Workforce Target (BWT) and the actual numbers in post as at Q1 for Territorial Divisions and FHQ Subdivisions. The Service was 86 FTE's or 1.8% below the overall BWT of 4,742 FTEs as at Q1.
- 1.5 Appendix E shows breakdown of BTP Learning & Development's Training 2014-15 Budget (£592.5k) broken down by Division, the YTD commitment (£39k) and the full year expected commitment at Q1.

2 REVENUE BUDGET

- 2.1 The year to date position at Q1 indicates an under spend of £99k compared to the approved budget for net expenditure. The year end forecast as at Q1 shows an overall over spend of £117k or less than 0.05% against the annual budget.

Analysis by Department and Area

- 2.2 Appendix A sets out the forecast position by FHQ and Territorial Divisions, at this early stage in the year all parts of BTP are forecasting to be very close to budget by year end.

Analysis by Expenditure and Income

- 2.3 Appendix B sets out the forecast position by expenditure and income classification.



- 2.4 The year to date position as at Q1 shows an under spend of £99k or 0.2% against the year to date budget. Budget holders are challenged at each period's Finance Review meeting on their year to date variances and confidence of achieving their year-end forecast. All categories of income & expenditure forecast a position below the 5% tolerance by the end of the financial year.
- 2.5 Work is on-going to establish the revenue budget requirements in 2014/15 and future years to support Transformation. Once this requirement is known potential sources of funding will be considered and submitted to the Chief Officer Group for approval.

3 CAPITAL PROGRAMME

- 3.1 In order to confirm the affordability of the overall capital programme as amounts for certain schemes are becoming more certain a meeting was held on 1 July 2014 chaired by the Head of Finance and Procurement to review and amend the Capital Programme in detail.
- 3.2 Table 1 below shows the Capital Programme in summary and appendix C shows the detailed programme by individual scheme.

Table 1 – Capital Programme

BTP CAPITAL PROGRAMME 2014/15 to 2017/18								
Department	2014/15	2014/15 - Review 01st July 2014	2015/16	2015/16 - Review 01st July 2014	2016/17	2016/17 - Review 01st July 2014	2017/18	2017/18 - Review 01st July 2014
	£000	£000	£000	£000	£000	£000	£000	£000
Estates	1,795	1,795	3,000	3,000	1,204	1,204	671	671
Technology	7,129	5,426	5,978	7,072	4,408	4,458	2,462	2,512
Fleet	2,064	2,064	2,215	2,215	2,191	2,191	2,199	2,199
Other Equipment etc	112	292	1,058	878	0	0	0	0
Available to be reallocated	0	1,523	0	0	0	0	0	0
Contingency	500	500	900	900	900	900	900	900
TOTAL BTP FUNDED CAPITAL PROGRAMME	11,600	11,600	13,151	14,065	8,703	8,753	6,232	6,282
DEL	11,600	11,600	11,200	11,200	11,200	11,200	11,200	11,200
Over/(Under DEL)	0	0	1,951	2,865	(2,497)	(2,447)	(4,968)	(4,918)

- 3.3 The most significant changes which are required to the programme are:
- 3.3.1 Inclusion of ICCS, Desktop Virtualisation, and Public Service Network at the revised amounts indicated in the approved business cases. The capital expenditure for these three schemes is confirmed as affordable.
- 3.3.2 The allocation for Digital Evidence Management of £900k has been deferred to 2015/16 on the advice of the Technology Department.



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- 3.3.3 The allocation for Data Warehouse of £526k has been reduced to £150k to reflect the cost of maintaining the current systems. Consideration needs to be given to the wider proposals to replace the existing data warehouse and the costs of this in future years.
- 3.3.4 The allocation for the Technology costs for the 4 New P2 sites has been reduced to £234k to reflect the latest estimate of cost.
- 3.3.5 The allocation for replacing the Mobile Phone Triage Equipment of £108k has been removed as this was funded in 2013/14 and the schemes to replace the Photographic Serves (£48k) and the High tech Crime Unit equipment (£240k) have been brought forward from 2015/16.
- 3.4 The Finance Committee is asked to approve these changes to the capital programme.
- 3.5 In overall terms this review of the programme has released £1,523k in 2014/15 that could be redirected to other capital schemes, however the 2015/16 allocation still exceeds the Delegated Expenditure Limit (DEL) as proposed by the Department for Transport. As part of the budget work for next year the allocations for 2015/16 will need to be reviewed to bring these within the DEL for that year. The main drivers behind the capital requirement in 2015/16 are new Estates and Technology schemes.

4 BTP BUDGETED WORKFORCE TARGET AND ACTUALS IN POST

- 4.1 Appendix E shows the Budgeted Workforce Target and Actuals in post position for the Force at Q1. BTP was 86 FTEs or 1.8% below the overall BWT of 4,742 FTEs. (Police Officers –7 FTEs below BWT or 0.2%, Police Staff – 72 FTEs below BWT or 4.9%, PSCOs – 7 FTEs below BWT or 1.9%).

5 IN-YEAR BUDGET MOVEMENTS

- 5.1 At the start of the financial year a number of in-year budget movements were agreed to reflect recent changes in Chief Officer Delegations.

6 RECOMMENDATION

- 6.1 It is recommended that the forecast for the BTP revenue budget is noted as at Q1.
- 6.2 It is recommended that the revisions to the capital programme are approved.



APPENDIX A – 2014-15 Q1 REVENUE SUMMARY POSITION BY DIVISION

	YTD Position as at Q1 2014-15				Forecast Position as at Q1 2014-15					
	Approved Budget	Actual	Variance		Original Budget	Budget Movements	Revised Budget	Forecast	Variance	
	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	£'000	%
FHQ Division										
Deputy Chief Constable Command	1,543	1,579	(35)	-2.3	7,948	482	8,430	8,545	(115)	-1.4
Corporate Resources	5,689	5,656	34	0.6	45,710	(1,909)	43,801	43,830	(29)	-0.1
Operations	1,852	1,859	(7)	-0.4	10,349	33	10,382	10,379	3	0.0
Contact Management	1,980	2,062	(82)	-4.1	10,286	248	10,534	10,534	0	0.0
Crime / Investigations	2,971	2,910	62	2.1	14,852	1,282	16,134	16,134	0	0.0
Accelerated Information Strategy	0	0	0	0.0	0	1,800	1,800	1,800	0	0.0
Total - FHQ Division:	14,036	14,064	(28)	-0.2	89,145	1,936	91,081	91,222	(141)	-0.2
Territorial Divisions										
Division B	16,355	16,407	(52)	-0.3	99,375	(270)	99,105	99,083	22	0.0
Division C	10,342	10,129	213	2.1	57,294	(766)	56,528	56,526	2	0.0
Division D	2,351	2,385	(34)	-1.4	12,063	0	12,063	12,063	0	0.0
Total - B, C & D Divisions:	29,048	28,921	127	0.4	168,732	(1,036)	167,696	167,672	24	0.0
Total Net BTP	43,084	42,985	99	0	257,877	900	258,777	258,894	(117)	0.0
Reserves to support Accelerated Information Strategy	0	0	0	0.0	0	(900)	(900)	(900)	0	0.0
Contribution from previously identified savings	0	0	0	0.0	(1,100)	0	(1,100)	(1,100)	0	0.0
Total Net BTP (inc. release of reserves)	43,084	42,985	99	0.2	256,777	0	256,777	256,894	(117)	0.0



APPENDIX B – 2014-15 Q1 REVENUE POSITION BY EXPENDITURE & INCOME

	YTD Position at Q1 2014-15				Forecast Position as at Q1 2014-15					
	Revised Budget	Actual	Variance		Original Budget	Budget Movements	Revised Budget	Forecast	Variance	
	£'000	£'000	£'000	%	£'000	£'000	£'000	£'000	£'000	%
Expenditure										
Staff Costs										
Police Officer Pay	26,988	27,131	(143)	-0.5	156,831	(558)	156,273	156,342	(69)	0.0
Police Officer Overtime	1,411	1,349	62	4.4	6,004	330	6,334	6,304	30	0.5
PCSO Pay	1,788	1,721	67	3.7	10,356	(16)	10,340	10,341	(1)	0.0
PCSO Overtime	20	19	1	5.0	85	6	91	93	(2)	-2.2
Police Staff Pay	9,648	9,738	(90)	-0.9	55,101	679	55,780	55,807	(27)	0.0
Police Staff Overtime	115	203	(88)	-76.5	446	140	586	610	(24)	-4.1
Non Staff Costs										
Premises	3,239	3,335	(96)	-3.0	17,762	126	17,888	17,890	(2)	0.0
Communications and Computers	2,027	1,995	32	1.6	12,601	(293)	12,308	12,284	24	0.2
Transport	607	589	18	3.0	3,318	160	3,478	3,487	(9)	-0.3
Travel & Hotels	280	292	(11)	-3.9	1,610	26	1,636	1,623	13	0.8
Supplies and Services	2,637	2,398	239	9.1	14,620	512	15,132	15,170	(38)	-0.3
Capital Charges	0	(46)	46	0.0	9,364	0	9,364	9,368	(4)	0.0
Total expenditure:	48,761	48,724	37	0.1	288,100	1,111	289,211	289,320	(109)	0.0
Income										
Enhanced PSA	(3,164)	(3,119)	(45)	1.4	(18,633)	181	(18,452)	(18,452)	0	0.0
Grants	(145)	(144)	(1)	0.7	(3)	(145)	(148)	(148)	0	0.0
Other Income	(2,369)	(2,477)	108	-4.6	(11,588)	(246)	(11,834)	(11,826)	(8)	0.1
Total income:	(5,677)	(5,739)	62	-1.1	(30,223)	(211)	(30,434)	(30,426)	(8)	0.0
Total Net BTP:	43,084	42,985	99	0.2	257,877	900	258,777	258,894	(117)	0.0
Reserves to support Accelerated Information Strategy	0	0	0		0	(900)	(900)	(900)	0	0.0
Contribution from previously found savings	0	0	0	0.0	(1,100)	0	(1,100)	(1,100)	0	0.0
Total Net BTP (inc. release of reserves)	43,084	42,985	99	0.2	256,777	(0)	256,777	256,894	(117)	0.0



APPENDIX C – 2014/15 TO 2017/18 CAPITAL PROGRAMME

Estates									
Scheme	Approval Requirement	2014/15	2014/15 - Review 01st July 2014	2015/16	2015/16 - Review 01st July 2014	2016/17	2016/17 - Review 01st July 2014	2017/18	2017/18 - Review 01st July 2014
		£000	£000	£000	£000	£000	£000	£000	£000
Force Restructure Rationalisation	SIB/Property Board	755	755	750	750	0	0	0	0
Minor Works Projects	Property Board	250	250	250	250	250	250	250	250
Capitalised Staff Costs	Property Board	150	150	0	0	0	0	0	0
Southampton Refurbishment	SIB	200	200	0	0	0	0	0	0
Birmingham New St Station	SIB	150	150	0	0	0	0	0	0
London North AHQ Relocation	SIB	100	100	500	500	0	0	0	0
Nottingham	SIB	80	80	0	0	0	0	0	0
Wolverhampton	Property Board	30	30	0	0	0	0	0	0
Chester - refurbishment	Property Board	30	30	0	0	0	0	0	0
Maidstone West	Property Board	25	25	0	0	0	0	0	0
Wigan - relocation	Property Board	15	15	0	0	0	0	0	0
Cambridge	Property Board	10	10	0	0	0	0	0	0
FHQ Basement Upgrade	FEB	0	0	350	350	0	0	0	0
FHQ Reception/ Security	FEB	0	0	0	0	350	350	0	0
Guildford (Redevelopment by NWR)	FEB	0	0	300	300	0	0	0	0
Liverpool Street	FEB	0	0	350	350	0	0	0	0
Birmingham Axis (AHQ) - replacement windows	SIB	0	0	100	100	0	0	0	0
Estates Sustainability Programme:	BTPA	0	0	0	0	604	604	421	421
FHQ Storage	FEB	0	0	250	250	0	0	0	0
Project Staff Estates	Property Board	0	0	150	150	0	0	0	0
Total Estates		1,795	1,795	3,000	3,000	1,204	1,204	671	671



APPENDIX C – 2014/15 TO 2017/18 CAPITAL PROGRAMME

Technology										
Scheme	Approval Requirement	Force Priority	2014/15	2014/15 - Review 01st July 2014	2015/16	2015/16 - Review 01st July 2014	2016/17	2016/17 - Review 01st July 2014	2017/18	2017/18 - Review 01st July 2014
			£000	£000	£000	£000	£000	£000	£000	£000
Business As Usual										
Infrastructure Maintenance	Tech Board	900	120	120	120	120	120	120	120	120
Network Security	Tech Board	900	36	36	36	36	36	36	36	36
Sharepoint	SIB	500	0	0	144	144	0	0	0	0
Airwave Replacement & Upgrade	FEB	400	270	170	420	420	0	0	0	0
Messaging (Outlook & Blackberry)	SIB	400	84	84	84	84	84	84	84	84
Disaster Recovery Investment	SIB	400	0	0	60	60	60	60	0	0
Cyclic Replacement- Desktops	Tech Board	400	120	120	0	0	0	0	0	0
Body Worn Cameras Cyclical Rep/Spares	Tech Board	400	0	0	0	0	60	60	60	60
Cyclic Replace Prog-Laptops	SIB	300	164	164	0	0	0	0	0	0
Technology Board Operational Development	Tech Board	300	120	120	120	120	120	120	0	0
Telephone Handsets Spares	Tech Board	300	12	12	12	12	12	12	12	12
Enabler										
Network Optimisation	BTPA	900	155	155	0	0	0	0	0	0
Digital Evidence Management	Chief Exec	800	900	0	0	900	0	0	0	0
Infrastructure										
ICCS System Upgrade	Chief Exec	900	900	680	0	340	0	0	0	0
Airwave Upgrade (ESMCP)	BTPA	800	0	0	0	0	1,000	1,000	350	350
Microsoft Office 2010	Tech Board	600	30	0	0	0	0	0	0	0
Microsoft Exchange 2010	Tech Board	600	30	30	0	0	0	0	0	0
Innovation										
Desktop Virtualisation/XP replacement	BTPA	900	1,920	1,769	600	30	0	50	0	50
Works to support the Force Restructure	SIB	700	165	165	0	0	0	0	0	0
Replacement of the Intranet Platform	SIB	700	106	106	0	0	0	0	0	0
ERP Implementation-	BTPA	700	0	0	0	0	1,200	1,200	1,800	1,800
Data Warehouse	Chief Exec	700	526	150	0	0	0	0	0	0
E Document Management	FEB	600	0	0	0	376	300	300	0	0
Single Sign On	SIB	500	0	0	0	0	180	180	0	0
Public Service Network in Policing (PSN-P) (added)	SIB		0	291	0	48	0	0	0	0
Strategic										
Integrated Core System (Case, Cust, Crime, Intell.)	BTPA	900	1,020	1,020	1,380	1,380	0	0	0	0
NextGen Mobile	BTPA	900	0	0	1,020	1,020	0	0	0	0
4 New P2 Sites	FEB	700	451	234	0	0	0	0	0	0
Single Point Search	Tech Board	700	0	0	36	36	0	0	0	0
Command & Control replacement	BTPA	700	0	0	1,200	1,200	0	0	0	0
Streaming CCTV	Tech Board	700	0	0	50	50	0	0	0	0
Body Worn Cameras	Chief Exec	700	0	0	660	660	0	0	0	0
CRM Solution	BTPA	600	0	0	0	0	1,200	1,200	0	0
Location Based Briefing	Tech Board	600	0	0	36	36	36	36	0	0
Total Technology			7,129	5,426	5,978	7,072	4,408	4,458	2,462	2,512



APPENDIX C – 2014/15 TO 2017/18 CAPITAL PROGRAMME

Fleet									
Scheme	Approval Requirement	2014/15	2014/15 - Review 01st July 2014	2015/16	2015/16 - Review 01st July 2014	2016/17	2016/17 - Review 01st July 2014	2017/18	2017/18 - Review 01st July 2014
		£000	£000	£000	£000	£000	£000	£000	£000
Fleet Replacement Programme	SIB	1,916	1,916	2,100	2,100	2,100	2,100	2,100	2,100
Unplanned insurance write off provision	SIB	75	75	75	75	75	75	75	75
Fleet Sustainability Programme (Ampera x 5) Subject to Pilot	SIB	73	73	40	40	16	16	24	24
Total Fleet		2,064	2,064	2,215	2,215	2,191	2,191	2,199	2,199

Other Equipment									
Scheme	Approval Requirement	2014/15	2014/15 - Review 01st July 2014	2015/16	2015/16 - Review 01st July 2014	2016/17	2016/17 - Review 01st July 2014	2017/18	2017/18 - Review 01st July 2014
		£000	£000	£000	£000	£000	£000	£000	£000
Deputy Chief Constable									
Social Media and Marketing	Tech Board	4	4	0	0	0	0	0	0
Central Operations									
Photographic Server Replacement	Tech Board	0	48	60	0	0	0	0	0
Replacement of HTCUC equipment	SIB	0	240	120	0	0	0	0	0
HTCU Fibre Optic cabling for server	Tech Board	0	0	18	18	0	0	0	0
Replacement/Upgrade to mobile phone triage equipment	SIB	108	0	0	0	0	0	0	0
SRU Equipment									
TOTAL SRU Equipment(CT Explosive/Chemical/Radioactive Detection and Protective)	SIB	0	0	800	800	0	0	0	0
Corporate Resources									
IM - Protective Marking Software	Tech Board	0	0	60	60	0	0	0	0
Justice - e-CASE Project (CPS interface)	Tech Board	0	0	0	0	0	0	0	0
Justice - LIVElinks	SIB	0	0	0	0	0	0	0	0
Total Other Equipment		112	292	1,058	878	0	0	0	0

APPENDIX D – BUDGETED WORKFORCE TARGET (BWT)

Table 1: Division Budgeted Workforce Target	Police Officers				Police Staff				PCSOs				Total Employees			
	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)
Operations & Contact Management	174	171	176	5	260	248	247	-1	No PCSOs				434	419	422	3
Crime & Investigations	96	96	97	1	162	169	161	-7	No PCSOs				258	265	258	-7
B - Division	1,469	1,456	1,457	1	387	377	349	-28	241	238	234	-4	2,097	2,071	2040	-31
C - Division	893	885	874	-12	214	210	196	-13	121	126	123	-3	1,228	1,221	1193	-28
D - Division	215	231	226	-5	43	45	46	1	No PCSOs				258	276	272	-4
Area Sub-Total	2,847	2,840	2,829	-11	1066	1048	999	-49	362	364	357	-7	4,275	4,252	4,185	-67

Table 2: FHQ Departments Budgeted Workforce Target	Police Officers				Police Staff				PCSOs				Total Employees			
	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)
Capability & Resources	36	36	36	0	336	319	301	-19	No PCSOs				372	356	337	-19
DCC Group	21	19	23	4	113	109	106	-3	No PCSOs				134	128	129	1
Force Restructure	1	1	1	0	5	5	4	-1	No PCSOs				6	6	5	-1
Total FHQ Departments	58	56	60	4	454	433	411	-23	No PCSOs				512	490	471	-19

Table 3: Overall Budgeted Workforce Target	Police Officers				Police Staff				PCSOs				Total Employees			
	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)	Annualised BWT (FTE)	Q1 BWT (FTE)	Actual in Post Q1 (FTE)	Net Variance against Period BWT (FTE)
	2,905	2,896	2,889	-7	1,521	1,482	1,410	-72	362	364	357	-7	4,788	4,742	4,656	-86

APPENDIX E – EXTERNAL TRAINING & DEVELOPMENT

PROJECT	RAG STATUS	Progress	REVENUE			
			BUDGET	YTD COMMITTED	FYE COMMITTED	FORECAST
A Division Corporate Resources	G		£55,000	£10,745	£0	£55,000
A Division SSU	G		£30,000	£8,591	£23,642	£30,000
A Division Operations	G		£14,000	£0	£3,840	£14,000
A Division Crime	G		£82,000	£3,764	£15,101	£82,000
A Division Performance & Analysis	G		£30,000	£865	£5,193	£30,000
A Division PSD	G		£7,000	£0	£0	£7,000
B Division	G		£140,000	£3,030	£7,532	£140,000
C Division	G		£180,000	£7,113	£35,618	£180,000
D Division	G		£54,500	£5,033	£15,850	£54,500
Total	G		£592,500	£39,141	£106,776	£592,500